



## Department of Education

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### **SUBJECT: School Fees**

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Approval Date:  
Approved by:  
Effective by:

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#### **1. POLICY STATEMENT**

Student fees in general shall not be charged for goods or services provided to students of school age without which the student could not meet required learning outcomes or assessment requirements of an education program provided by a school board.

#### **2. DEFINITIONS**

“free” means without monetary charge

“Public School” means a public school maintained and conducted under the Education Act

“School board” means a regional school board or the Conseil acadien

“Public School Program” means the public-school program of education prescribed by the regulations

#### **3. POLICY OBJECTIVES**

Students shall have free access to all courses and services outlined in the Public School Programs which are offered by a school.

#### **4. APPLICATION**

The *Education Act* Section 5 stipulates: “All public schools established or conducted pursuant to this Act are free schools.” The policy applies, therefore, to all public schools.



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### **5. POLICY DIRECTIVES**

- (1) Fees shall not be charged for goods and services provided to students without which the student could not meet required learning outcomes or assessment requirements of an educational program as described in the Public School Program, offered by a school board.
- (2) Notwithstanding 5.1 a school board may charge fees for the following:
  - (I) fees to recover actual expenses for in-school presentations such as theatre presentations directly related to learning outcomes
  - (ii) fees to recover actual expenses in respect of curricular field trips directly related to learning outcomes; expenses may include transportation, entrance fees and equipment rental, but shall not include substitute teacher costs
  - (iii) fees to cover the cost of rental/repairs of a musical instrument for a student's personal use (i.e. outside the school)
- (3) Where fees are established in accordance with 5.2, boards shall develop policies or guidelines and procedures to facilitate participation by students who are unable to pay so that no student shall be denied the opportunity to participate in those activities which are integral to a course
- (4) School boards must ensure that advisory councils, parent groups and/or student councils do not charge fees that would be in violation of this policy.

- (5) All school board and school policies, procedures, and guidelines related to student fees should ensure that students are not placed in situations where they feel awkward or pressured.
- (6) An accounting statement of revenue and expenditures for fees collected should be available to the public.
- (7) Parents and students are expected to provide supplies for personal use such as: writing tools, student planners, scribblers, computer diskettes and other school supplies and equipment for a student's personal use.

## **6. POLICY GUIDELINES**

Board policies or guidelines may allow schools to charge optional student fees for locker locks, student council activities, and participation in extra-curricular activities, although such fees should be reasonable as determined by board policy or guidelines and after consultation with individual School Advisory Councils, parent groups, and student councils as appropriate. Such policies or guidelines should require that:

- (1) student fees for goods and services are based on actual costs,
- (2) an accounting statement of revenue and expenditures be available to the public
- (3) there should be a stated guideline or policy on what happens should the fund be in a surplus position

## **7. ACCOUNTABILITY**

School boards and all public schools shall follow the provisions of this policy.

## **8. MONITORING**

Regional Education Services will monitor that this policy is implemented and complied with by all public schools.

## **9. REFERENCES**

*Education Act, Section 5.*